

# Board Meeting Agenda (and Notes)

March 18, 2021

Meeting called to order at:	7:05pm
Board members present:	Sylvia, James, Timm, Bill, Puja, Jay, Mark (not Sarah)
Others present:	John L, Bob M, Jared W, Dwight J, John E, Ron F

## Treasurer's Report

### Member level composition as of March 13, 2021

**In Wild Apricot:** active members: 259, includes: 1 Patron, 134 Regular, 20 Six-month, 14 Twelve-month, and 1 Six-month student. It also includes these discounted rates: 24 Students, 39 Seniors, 7 Starving Hackers, and 16 Family/spouse. It does not include 3 unpaid.

**In Memberpress:** active members: 81, includes: 41 Regular, 5 Six-month, 8 Students, 26 Seniors, 1 Starving Hacker, and 1 Family member.

The total number of active members is 340. In Wild Apricot, there are 21 pending members with pending dates ranging from 4-14-2019 to 2-20-2021. One pending member has a 3-month gift certificate. There are 6 overdue renewals and 1 Lapsed 6-month Student

---> All members are welcome to full details from the Treasurer's Report - join us for a monthly board meeting!

Treasurer's Report: Board approves after discussion on various items.

## Treasurer Note

### Studio Update

Notes:

- 16.4 Studios rented in March for \$2050,
- 3 available studios: one in classroom, two in big shop.
- Wait list: 4 waiting for shop studios; 3 for clean room/electronics; three additional members on the "post-Covid" waitlist
- Board tentatively decided to wait for annex/layout decisions before releasing vacated studios.

## Finances Discussion

- Sylvia went over memberships. Financial Snapshot overview, now includes monthly CAM. Income includes Rabin reimbursement for work done (2019 TI), Business contrib is SawStop. Membership is lower because Feb is a short month and so some people are rolled into March 1, 13 people. Also studio payment change. Timm asked about lower membership income. Discussion about digging further into this. SawStop delivery info in the next week or two.

## Member Input and Discussion (10 minutes)

- None!

## Priority Business

### COVID

- New cases have continued to decline over the last month.
- New members are capped at 9 ~~10~~ per week
- Classes are still members-only or virtual
- Still no public nights

### Annex Expansion

- This will be a lease amendment, adding 7,840 sq ft to our existing 13,590 sq ft lease
- Time estimate after LOI agreement: Paperwork - 1-2 months, Findorff - 2-3 months
- LOI is agreed to by both parties?

### Facility Planning

- Bill has completed some preliminary analyses
  - Where the woodshop expands is the first decision because that decision drives other decisions
- Board members reviewed preliminary analyses on 2/16
- Area captains reviewed preliminary analyses on 2/23
- Next steps?

### Membership Management System: Wild Apricot → MemberPress

- Migration started 2/16/21. About one-third of monthly members have migrated in the last month.
- Events management has been worked on.
- Actions?
  -

### Communication

- **Email blast in next week or so to include:**
  - Membership Management System
  - Annex update
  - Status of metal bender and 2nd table saw
  - Other news from this Board meeting
  - Ben Coleman is the new leather area captain, Robert Spitz is our new screen printing captain

- Any members interested in captaining Mold Making and Vacuum forming - JOIN US
- Contact Jay if interested in studio or mobile storage cart parking spot rental.

## Other Business

- Machine Shop gantry suggestion

### MINUTES:

**COVID:** Timm - 9 is a good new member amount, even without Covid. Could be 12-15 if we didn't have a capacity limit. Mark had 4 that showed up, 3 became members. Talking about increasing capacity limit in woodshop. Bob: 9 is too many, 7-8 is enough with one person being a shop supervisor who could have a bigger block of time in exchange for helping out. Jared: makes sense, right on with numbers. People now have been waiting to get on the table saw. Jared & Bob: Eight is a good number. Mark: Motion to allow up to eight for woodshop. Second by Puja. Motion carries with none opposed.

**Annex Expansion:** James: Lease portion should not need a lot of back and forth. Paperwork 1-2 mo is pessimistic. LOI as of today, things are pretty much settled. One clarification is being made. The dollar amount for landlord improvements in the LOI is revised because of new quotes and items overlooked, including items we don't care about like a raceway for Suite A. James asked Rabin to putting in a list of deliverables without a dollar amount to clarify it. Bill: Lighting clarified? James: Lighting is part of scope including 1 3-way switch, but not other switches by other doors. Also, the TI was increased from \$10,000 to \$15,000. Expect a response around Monday. John, in response to a question from James: On floor polishing for Suite B, who was responsible was a fluid conversation, nothing firmly decided on the floor.

**Facility Planning:** James reviewed past. Still discussions on final woodshop layout. Bill: presented 3 options for woodshop. Suggested column 16 or 17. Bill: 16.5 is more functional for woodshop but more problematic for wall construction. So 16.5 is still a possibility. John: further discussion and then "it will be decided". Community input? James: Yes.

**Membership Management System:** Discussion on migration and WA payment cost membership levels.

**Gantry for lowering machine shop mill and general purpose:** John: Slack discussion on getting a gantry to lower a Grizzly mill. James: how to get a gantry into that corner? Discussion on weight of mill and Tannewitz bandsaw, moving things with skates. Dwight: Skates have small wheels and work good on smooth/clean floors. Option: fork lift. Option: Jaws of Life. Jared: Mark at Madison Woodworkers Supply has three forklifts he doesn't consider very valuable. Jay: Jason has volunteered a fork lift when we move. John: an auction addict could watch for one. Another option for the mill is lifting it with a fork lift. Jared: stationary gantry plus fork lift or pallet jack? James: always a danger in moving a mill with a pallet jack. Fork lift eventually, maybe build a platform. Bob: two i-beams and bottle jacks. James: no opposition for a gantry if it's a good tool for the Bodgery.

Motion to adjourn and 2nd. Meeting adjourned.

## Meeting adjourned at: 8:25 pm CST

Zoom Chat Transcript:

Nothing pertinent